



DEPARTMENT OF THE NAVY

NAVAL FACILITIES ENGINEERING COMMAND
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NAVFACINST 11101.96 CH-1
FAC HSG
13 May 1999

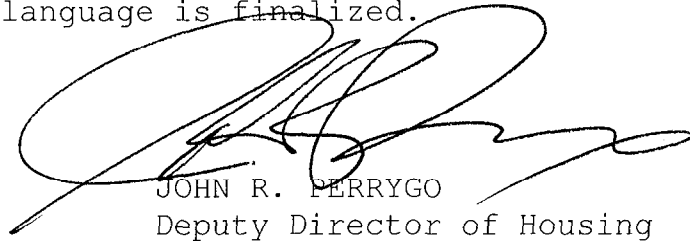
NAVFAC INSTRUCTION 11101.96 CH-1

From: Commander, Naval Facilities Engineering Command

Subj: REDATING OF NAVFAC INSTRUCTION 11101.96 ACQUISITION
OF EXISTING FAMILY HOUSING IN LIEU OF CONSTRUCTION

Ref: (a) NAVFACINST 5200.35A of 20 June 1996

1. Purpose: In accordance with reference (a) the instruction is currently under revision, and will be issued as soon as the revised language is finalized.

A large, stylized handwritten signature in black ink, likely belonging to John R. Perrygo, is positioned above the printed name and title.

JOHN R. PERRYGO
Deputy Director of Housing



DEPARTMENT OF THE NAVY

NAVAL FACILITIES ENGINEERING COMMAND

200 STOVALL STREET

ALEXANDRIA, VA 22332-2300

IN REPLY REFER TO

NAVFACINST 11101.96

FAC - 0523C

1 AUG 1980

NAVFAC INSTRUCTION 11101.96

From: Commander, Naval Facilities Engineering Command

Subj: Acquisition of Existing Family Housing in Lieu of Construction.

Encl: (1) Solicitation, Evaluation, and Selection Procedures
(2) Standard Request for Proposals (RFP) for Purchase of Existing Family Housing Projects.

1. General. Enclosure (1) prescribes techniques and requirements for preparation of the RFP and solicitation/evaluation of proposals. Enclosure (2) establishes the standard format and criteria for Request for Proposals (RFP's).
2. Cancellation. NAVFAC INSTRUCTION 11101.92 of 22 September 1975 was cancelled by NAVFACNOTE 5215 of 21 January 1986, and incorporated herein.
3. Background. Public Law 97-214 (10 U.S.C. Sec. 2824) authorized the Department of Defense to utilize funds available to purchase sole interest in privately owned and Federal Housing Commissioner held family housing units in lieu of new construction.
4. Purpose. This instruction is intended to codify the acquisition of existing Family Housing review, evaluation and selection procedures, thereby standardizing the Navy's approach to the existing housing construction market.
5. Policy. It is the policy of the Commander, Naval Facilities Engineering Command to utilize, to the extent possible, the standard procedures and format as set forth in the enclosures to this instruction in all acquisition of existing family housing procurements.
6. Action. Effective with the date of this instruction, the procedures and standards prescribed by this instruction, and its enclosures, shall be utilized when purchasing existing Family Housing.

W. A. QUADE, JR.
Deputy Assistant Commander
for Construction

1 AUG 1990

Distribution

FKN1

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FT20

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Naval Facilities Engineering Command

Code 052

NAVFACINST 11101.96

1 AUG 1990

SOLICITATION, EVALUATION, AND SELECTION

PROCEDURES

REPRODUCED AT GOVERNMENT EXPENSE

Enclosure (1)

1 AUG 1990

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ATTACHMENTS

- (1) Notice of Request for Proposals
- (2) Composition of Technical Evaluation Panel and Proposal Review Board
- (3) Technical Evaluation Panel(TEP) Report Format

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A. PREPARATION OF THE TECHNICAL PORTION OF
REQUEST FOR PROPOSALS

1. Project Scope. The general scope and composition, in terms of numbers of units, unit types, and special acquisition features, of each project shall be specified in the procurement directive issued by Naval Facilities Engineering Command Headquarters (NAVFACENGCOMHQ Code 05). Upon authorization, these parameters will be incorporated into enclosure (2) to prepare the Request for Proposals (RFP).

a. Local Community/Station Input. Efd's are encouraged to coordinate project with local communities as well as Station. Inasmuch as any purchased development could be perceived as a loss of revenue (off the tax roles), early coordination may avoid later complications.

2. RFP Enclosures. The RFP shall include an Area of Consideration Map. This map should clearly identify the acceptable location area limits. This area shall extend a maximum of 30 miles from the stations main gate, and shall not exceed one (1) hour driving time during rush hours.

3. Target Amount. The target amount shown in the RFP should be calculated by deducting the following from the appropriated amount:

- 6.0% SIOH (6.5% SIOH for non-CONUS projects).
- 5.0% contingency.
- Special support costs associated with planned MILCON construction site(s).
- Land acquisition funds, if provided.

a. Price Breakdown: Target amount may be sub-divided into: 1) Unit and improvement costs and 2) raw land costs. Land costs may be separately funded from improvements, if appropriate funds are available.

4. Review of the RFP. The RFP should be reviewed by Real Estate, Design, Planning, Housing, Station and Project Management personnel to insure that all requirements of the project are satisfactorily accommodated, and/or that necessary modifications to the enclosure (2) have been incorporated.

a. NAVFAC Review. A NAVFACENGCOMHQ review of the RFP is required prior to advertising. Accordingly, two draft copies of the RFP shall be submitted to Code 052 in sufficient time to permit resolution of all NAVFACENGCOMHQ comments before reproduction of the final RFP.

5. Authority to Advertise the RFP. Following resolution of NAVFACENGCOMHQ review comments authority to advertise RFP will be granted.

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B. PROCEDURES DURING PROPOSAL PERIOD

1. Notice and Advertisement of Request for Proposals. Upon receipt of authority to advertise a Notice Request for Proposals shall be issued, and project should be advertised in local area newspapers and trade journals. The widest possible distribution is desired. A Notice of Request for Proposals is included as Attachment (1) hereto. In addition, notice of the RFP shall be included in the Commerce Business Daily (CBD).
2. Preproposal Conference. Preproposal conferences to explain the RFP, project requirements/restrictions, and Navy procedures are recommended.
 - a. Caution Against Implied Revisions to RFP. At BOTH the beginning and at the end of the preproposal conference, attendees should be advised that; "NOTHING STATED DURING THE COURSE OF THE CONFERENCE WILL BE INTERPRETED BY THE NAVY OR SHOULD BE INTERPRETED BY THE PROPOSERS TO MODIFY THE WRITTEN TERMS AND CONDITIONS SET FORTH IN THE REQUEST FOR PROPOSALS."
 - b. Formal Amendments Resulting from Conference. Attendees should also be advised, AT BOTH the beginning and at the end of the conference, that; "NO WRITTEN MINUTES OR VERBATIM QUESTIONS AND ANSWERS OF THE CONFERENCE WILL BE PUBLISHED, AND THAT ANY NECESSARY CLARIFICATION OR CORRECTION OF THE REQUEST FOR PROPOSALS AS A RESULT OF DISCUSSION CONDUCTED DURING THE CONFERENCE WILL BE ISSUED AS A FORMAL AMENDMENT TO THE REQUEST FOR PROPOSALS."
3. Questions During the Proposal Period. The RFP shall designate a single person in the EFD as the point of contact for contractors who have questions regarding the RFP. The person so designated should, insofar as possible, answer questions by reference to the RFP itself, and should carefully avoid making any statement that could be construed as modifying the terms of the RFP. If the "designated person" finds it necessary to discuss the questions with any other EFD or Headquarters personnel, he shall not refer to the source of the question by name or other identification or inference. If questions arising during the proposal period indicate an error in the RFP or any point upon which there could be misunderstanding by proposers, a formal amendment shall be issued to all holders of proposal packages, clarifying the point in question.
4. Receipt of the Proposals. PROPOSALS SHALL NOT BE OPENED PUBLICLY.
5. Length of Proposal Period. The proposers should normally be given between 30 and 60 calendar days, from date of RFP, to prepare and submit proposals.

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C. EVALUATION OF PROPOSALS

1. The Technical Evaluation Panel and Proposal Review Board. Each Engineering Field Division (EFD) shall establish a Technical Evaluation Panel (TEP) and a Proposal Review Board (PRB).

a. Composition. The recommended composition for the Boards is shown in Attachment (2) of this enclosure. Note that provision has been made for membership on both Boards of personnel from the activity where the housing is to be constructed. However, these representatives shall not be the same person. The person who is designated in the RFP as point of contact for contractors, SHALL NOT be a member of either the Panel or the Board, or participate in any advisory capacity.

b. Establishing the Boards and Evaluation Security. The Contracting Authority shall establish the Boards and provide guidance regarding disclosure of the Panel's and Board's deliberations, before and after award.

c. Headquarters Representatives. Representatives from NAVFACENGCOMHQ shall be designated as an advisor to both the Panel and the Board, in order to promote uniformity among EFD's, and to permit expeditious resolution of problems requiring Headquarters action.

2. Review by the Real Estate Division. Proposals shall be received by the designated individual at the EFD, and after removal of pricing information, clearly identifying all portions of the proposals and responsiveness verification they shall be forwarded to the TEP.

a. Responsiveness: The proposals shall be screened to verify that they have provided the technical and contractual data required by the RFP.

b. Title Review: Concurrent with the technical evaluation, Real estate and/or Counsel shall review title evidence, permits, covenants, conditions and restrictions (CC&R's), subdivision maps, etc. Findings shall be presented to the PRB for their consideration.

3. Technical Review. Technical review of proposals, for compliance with the RFP, shall be done by the TEP.

a. Areas of Consideration. The review shall compare proposals against the RFP to verify compliance with solicitation requirements. The extent of this review should be in proportion with the amount of information required from the proposals (drawings and specifications), and the extent of the requirements specified in the RFP.

b. Technical Review Techniques. All deficiencies identified in the review, as well as items requiring additional information, shall be noted, in detail, and forwarded to the PRB for consideration in the final selection.

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c. Technical Review Format. Once a deficiency, or clarification item, has been identified it shall be noted, including: 1) RFP page and paragraph reference and 2) detail description of item. All noted deficiencies will be forwarded to the PRB, regardless of impact on the proposal.

4. Location Evaluation. The TEP will visit acceptable proposal site(s) to evaluate both the site(s) and the surrounding area.

5. Technical Evaluation. Technical evaluation of proposals shall be done by the TEP utilizing the Technical Evaluation Manual, Part 4 of enclosure (2) of this instruction.

a. General Procedures of the TEP. The TEP is responsible for evaluating the technical portions of proposals and establishing the quality rating. The Panel will at no time during the evaluation, be aware of the prices offered.

b. Preevaluation Procedures. Prior to evaluation:

- (1) The members of the TEP should meet to review the evaluation procedures and to familiarize themselves with the contents of the RFP.
- (2) A securable room will be designated and retained for the duration of the evaluation, to permit members of the TEP and consultants free access to the technical material. The Chairman of the TEP should control access to room.

c. Technical Evaluation Technique. In accordance with the Technical Evaluation Manual, proposals will be evaluated and rated in accordance with the following definitions.

- (1) UNACCEPTABLE - Contains significant deficiencies, and/or unacceptable quality. A proposal that technically is not, and could not likely be made, competitive.
- (2) UNACCEPTABLE, BUT CAPABLE OF BEING MADE ACCEPTABLE - Contains deficiencies, but offers acceptable quality and/or modifications.
- (3) ACCEPTABLE - Meets the RFP requirements with an acceptable level of design quality.
- (4) EXCELLENT - Meets the RFP requirements and provides a consistently outstanding level of design quality.

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d. Use of Consultants. The TEP may use consultants during the evaluation as required (ie. planning for environmental questions, housing for maintenance evaluation, etc).

e. Documentation. A written report of the TEP's findings shall be prepared by the TEP Chairman and forwarded to the PRB. This report will summarize the total rating of each proposal and provide a brief narrative noting the advantages and/or disadvantageous features. The narrative should be of such detail that it can be readily utilized by the PRB in the development of their Board Report. See attachment (3) for format.

(1) Recommendation. The TEP report shall forward a recommendation, with justification, of those proposals that are considered "unacceptable" from a design quality standpoint.

f. Omissions. Omission of details or information required in RFP, Part 3, will be considered as a deficiency. IN NO EVENT WILL A STATEMENT OF COMPLIANCE BE ACCEPTABLE IN-LIEU-OF ACTUALLY FURNISHING THE REQUIRED INFORMATION PRIOR TO COMPLETION OF EVALUATION.

6. Changed Requirements. Occasionally, prior to selection, the requirement of the Government will change. In those circumstances, amending the RFP and giving all proposers adequate and equal opportunity to revise their proposals is essential.

7. Oral Presentations by Proposers. Oral presentations by proposers during the evaluation process is discouraged.

8. Briefing of the Review Board. After completion of the Location and Technical evaluation, the PRB will be convened and briefed by the TEP Chairmen on the features and quality rating of each proposal. Should major errors and/or omissions in the evaluation process be noted by the PRB, the proposals will be referred back to the TEP for reconsideration. The PRB is not tasked with evaluating proposals; however, they are responsible for determining the correctness and completeness of the TEP's actions.

9. Price Evaluation. Following acceptance of the TEP's findings, and noting the TEP's recommendations, the PRB will evaluate the proposed price submissions.

10. Reduced Competitive Range. Upon completion of technical and price evaluation, if it is determined that award cannot, or should not, be made, the PRB may recommend that certain proposals be included in a reduced competitive range, for the purpose of holding discussions (negotiations). All proposals that have a reasonable opportunity for award shall be included in the competitive range.

a. Design Quality. Any proposal whose overall design quality is so poor as to make it unsatisfactory/unacceptable should NOT be considered within the competitive range.

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b. Discussions. After deliberations by the PRB, and approval of pre-business clearance, the Government may enter into open discussions/negotiations with proposers in the reduced competitive range.

11. Extension of Time for Acceptance of Proposals. Every effort should be made to make award within the 120 day period of acceptance of proposals. However, in the event award cannot be made within the time specified, all remaining proposers shall be requested in writing to extend, at their option, the period of acceptance of proposals.

D. SELECTION AND RECOMMENDATION FOR AWARD

1. General. The RFP and the Evaluation/Selection process shall ensure the Government receives the best "value", by recommending the proposal(s) being most advantageous to the Government.

2. Selection Technique. If an excess of acceptable proposals (units) are received, the PRB will evaluate/select the most advantageous proposal(s) as follows:

a. Evaluate, and assign a value, to the differences between the technical proposals.

b. Determine whether or not the assigned value (i.e., quality) of a proposal justifies the expenditure of additional funds.

c. If a proposal's "value" is determined to justify awarding to other than the initial low cost proposal, prepare specific justification, including narrative and cost data, to be included in the PRB report.

3. CHINFO Clearance. Following approval of business clearance, a Chief of Naval Information clearance must be obtained by NAVFACENGCOMHQ prior to award of each project. EFD's will forward information required in NAVFACINST 4310.1A to NAVFACENGCOMHQ Code 052 concurrent with submission of business clearance.

E. POST AWARD PROCEDURES

1. Form of Contract. The formal contract between the Navy and the successful proposer will include not only the standard contract clauses and schedules contained in the Request for Proposals (RFP) or as modified by amendment but also;

a. The RFP in its entirety, including all drawings and amendments, and

b. The contractor's proposal in its entirety, including all drawings, cuts and illustrations, and any modifications provided during the proposal evaluation and selection.

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F. TYPICAL PROJECT SCHEDULE

<u>EVENT</u>	(9-10 MONTHS)	<u>WORKING WEEKS</u>
1. <u>Prepare/Review/Finalize RFP</u>		1- 6
2. <u>Locally advertise RFP and Preproposal Conference</u>		7-13
3. <u>Receipt of proposal</u>		14
4. <u>Responsiveness Review by Real Estate Division</u>		14
5. <u>Forward Proposals to the TEP</u>		14
6. <u>Technical Review of Proposals</u>		14-15
7. <u>Location Evaluation</u>		16
8. <u>Technical Evaluation of Proposal</u>		17-18
9. <u>Preparation of TEP Report</u>		19
10. <u>Presentation to the PRB</u>		20
11. <u>Fair Market Appraisal</u>		21-29
12. <u>Discussions</u>		22-28
13. <u>Best and Final Offer(s)</u>		30-31
14. <u>PRB Selection(s)/Report</u>		32
15. <u>Negotiated Fair Market Value(s)</u>		33-35
16. <u>Sales/Purchase Agreement(s)/Open Escrow</u>		36
17. <u>Close Escrow</u>		40

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NOTICE OF REQUEST FOR PROPOSALS

WANTED
EXISTING HOUSING UNITS

The Navy desires to purchase up to [] housing units within one (1) hour commute time, during rush hour, from [_____].

Projects consisting of a minimum of 30 units, comprising a single real estate entity with underlying land, will be considered. The project's configuration of units follows:

<u>No. Units</u>	<u>No. Bedrooms</u>	<u>Max. Size</u>
------------------	---------------------	------------------

Facilities offered must be vacant and free of any leaseholds, services or contracts which the buyer (Navy) may be obligated to assume at, or during, the time of offering. Projects under construction must be substantially completed, and complete and ready for occupancy by close of escrow, approximately [].

Proposals will be received until [] on []. In order to obtain a "Request For Proposals" and/or additional information on how to submit a project for consideration, contact [], Real Estate Division, Code 24[], [] Division, Naval Facilities Engineering Command, [].

Enclosure (1) has been provided for your convenience in requesting an RFP for this project.

Very truly yours,

Enclosure: Reply Letter

ATTACHMENT (1)

TO

ENCLOSURE (1)

• 1 AUG 1997

Division
Naval Facilities Engineering Command

Attention: Code [24]

Sir/Madam:

In response to your invitation letter of _____, it is
requested that our firm receive a Request for Proposal (RFP) on the Navy's
_____ existing family housing purchase project at _____
_____.

Request _____ copies of RFP.

Your RFP should be addressed as follows:

[We also desire to attend your _____
preproposal conference on _____, and will
have _____ attendees.]

Very truly yours,

Enclosure (1)
to
Attachment (1)
to
Enclosure (1)

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RECOMMENDED COMPOSITION OF THE
TECHNICAL EVALUATION PANEL AND
PROPOSAL REVIEW BOARD

<u>Position</u>	<u>Code(s)</u>
A. <u>Proposal Review Board (PRB)</u>	
Chairman	
Real Estate Specialist	
Technical Member	
Project Manager	
Senior Installation Rep	
NAVFAC Advisor	COMNAVFAC 052
NAVFAC Advisor	COMNAVFAC 204
Legal Advisor	EFD 09C
Contracts Specialisy Advisor	EFD 02
B. <u>Technical Evaluation Panel (TEP)</u>	
Chairman	
Architect	
Planner	
Civil Engineer	
Installation Tech. Rep	
NEPA Coordinator	
NAVFAC Advisor	COMNAVFAC 052
NAVFAC Advisor	COMNAVFAC 08
C. <u>Consultants</u>	
	As required

1. Chairmen and members, of the TEP, should be registered professional, familiar with the specific project and housing criteria in general. However, the Contracting Officer may grant exceptions for installation and housing representatives, or other qualified personnel.

Attachment (2)
of
Enclosure (1)

• 1 AUG 1967

FORMAT FOR
TECHNICAL EVALUATION PANEL REPORT

From: Chairman, Technical Evaluation Panel
To: Chairman, Proposal Review Board

Subj: ACQUISITION OF 300 FAMILY HOUSING UNITS, NAVAL AMPHIBIOUS BASE, TOPEKA,
KANSAS

Encl: (1) Technical Evaluation Panel Report
[(2) Letters of Discussion]

1. Enclosure (1) comprising the Technical Evaluation Panel's report on subject project, are forwarded for use by the Proposal Review Board.

John P. Doe, RA
Chairman

Attachment (3)
of
Enclosure (1)

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SAMPLE

300 FAMILY HOUSING UNITS
NAVAL AMPHIBIOUS BASE
TOPEKA, KANSAS

SCOPE:

Prepare brief review of project scope including: number of units, unit types, recreational facilities, special features, etc.

INTRODUCTION:

Provide narrative describing when the Request for Proposal (RFP) was released, when and how many proposals were received, and any special actions taken upon receipt of proposals (determining a proposal nonresponsive/responsible, etc.). Introduction to report should include the TEP recommendations of acceptable/unacceptable proposals. (NOTE: The balance of the report and the Evaluation Summary MUST substantiate and support the recommendations forwarded in this introduction).

EXECUTIVE SUMMARY:

The proposals received the following ratings:

<u>PROPOSAL</u>	<u>RATING</u>	<u>No. UNITS</u>
-----------------	---------------	------------------

RESPONSE TO AMENDMENT/CLARIFICATION: (if applicable)

DEFICIENT PROPOSAL(S): (if applicable)

PROPOSAL DESCRIPTIONS:

Provide brief paragraphs reviewing the common features of all proposals (townhouses vs. apartment type flats, net area, variety in plans and elevations, garages vs. carports, street/site designs, etc).

NOTE: Information presented in a chart or graphic format is generally preferred over a narrative presentation, in that the information is much more readily available.

Enclosure (1)
of
Attachment (3)
of
Enclosure (1)

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STANDARD REQUEST FOR PROPOSALS (RFP)
FOR PURCHASE OF EXISTING FAMILY HOUSING PROJECTS

REPRODUCED AT GOVERNMENT EXPENSE

• 1 AUG 1988

PART 1ACQUISITION REQUIREMENTS.

1A. DESCRIPTION OF PROJECT:

Purchase of [] units for Military Family Housing in [] and vicinities.

a. DEPARTMENT: Department of the Navy
Naval Facilities Engineering Command

b. ISSUING OFFICE: []
Naval Facilities Engineering Command
[]

1B. PROPOSAL SUBMISSION DEADLINE: Proposal for Sale of Real Property as described herein will be received until [] at the Office of the Director, Real Estate Division, [] Proposals may be personally delivered to [].

1C. INTENT AND PURPOSE: The Government will consider purchase of existing family housing proposed for sale in accordance with the provisions of this RFP on the basis of both design and cost competition. The purpose of this RFP is to provide a basis for Government determination of whether it will be in its best interests to purchase existing family housing in lieu of construction of new family housing.

a. THIS RFP SHALL NOT BE CONSTRUED AS A COMMITMENT EITHER TO ACCEPT ANY PROPOSALS FOR THE PURCHASE OF FAMILY HOUSING OR TO PAY FOR ANY COSTS IN PREPARATION OF PROPOSALS SUBMITTED.

b. Consideration shall be in a stated dollar amount to the Government for the sale of housing units and other improvements. Consideration for the sale of the underlying land shall be stated in a separate dollar amount. Conveyance shall be in the form of Grant Deed(s) by the vested owners with good marketable title, free and clear of objectionable title defects.

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- 1D. DESCRIPTION OF DESIRED HOUSING FACILITIES: The Government desires to purchase up to [No.] units of housing comprised of [unit type(s)] in [Location] and vicinities. Only developments already under construction or existing developments of not less than 30 units will be considered. Such development(s) shall include underlying land, complete with all required utilities, roads, walks, grading, drainage, landscaping, and other site improvements necessary to provide a complete and usable facility in accordance with the criteria furnished by this RFP. PREVIOUSLY OCCUPIED UNITS WILL BE CONSIDERED. HOWEVER, UNITS MUST HAVE BEEN VACANT AND FREE OF LEASEHOLD TENANCY FOR AT LEAST 90 DAYS PRIOR TO THE PROPOSAL SUBMISSION DEADLINE SET FORTH HEREIN PARAGRAPH 1B. Properties proposed for purchase must be completed and ready for occupancy by close of escrow, approximately [NOTE TO EFD: Maximum time; from release of RFP to scheduled close of escrow is seven (7) months.]
- 1E. LOCATION: The map provided as Attachment A is an approximation of the area which conforms to this requirement. A proposer may request a determination of commute zone conformance, prior to proposal submission, by sending a map designation site location to [].
- 1F. INFORMATION CONCERNING COST LIMITATIONS: The Navy has [#] available for the purchase of the [No.] housing units. Proposals in excess of this amount will not be considered. Funds available for lesser numbers of units, but not less than 30, should be considered to be proportionate, e.g. [\$] per unit. The total purchase price for land and improvements will be negotiated based on a fair market appraisal conducted by the Government or its agent.
- 1G. AUTHORIZATIONS: The purchase of existing housing is authorized by Public Law 97-214 (10 U.S.c Sec. 2824) and any acquisition made hereunder is subject to the limitations set forth by Congress therein.
- 1H. ANTI-DEFICIENCY ACT: Due to limitations imposed by the Anti-Deficiency act, which does not allow the Government to obligate funds beyond the current fiscal year, the Navy can not assume any services or other contracts. Proposers shall clearly indicate any servicees or contracts which the buyer (Navy) may be obligated to assume.
- 1I. SUBMISSION OF PROPOSALS: Envelopes containing Proposals to Sell Real Property must be sealed, marked and addressed as follows:
- SEALED PROPOSAL
- Commander [Commanding Officer]
[]
Naval Facilities Engineering Command
[]
- Attn: []
Proposal to Sell Real Property, Project No. []
Family Housing Units - []
- 1J. PROPOSAL FORM: Proposals shall be submitted on the "Proposal to Sell Real Property" form which is enclosed herewith as Attachment B.

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1K. REQUIRED INFORMATION AS PART OF BASIC PROPOSAL OR AS ATTACHMENTS TO BASIC PROPOSAL:

- a. BASIC PROPOSAL INFORMATION FORM: Provide completed form furnished as Enclosure (1) to the Proposal to Sell Real Property (Attachment B).
- b. TITLE EVIDENCE: The evidence of title submitted with the proposal shall be in the form of a policy of title insurance not more than two years old or a current preliminary title report issued by a major title insurance company.
- c. LEGAL DESCRIPTION: The Legal Description shall be a written description of the property proposed for sale including the metes and bounds of the boundary lines, properly identifying and locating any reference points used to tie the property into fixed points for reference and describing all outstanding encumbrances and real property improvements held or owned by third parties which are not included in the proposed sale. The description shall also indicate the area of the described land in acres. If the land proposed for sale is separately owned or is in two or more separate non-contiguous parcels, a separate description shall be provided for each parcel tract. The parcel shall be identified by parcel identification numbers in agreement with such numbers used on the Plat as indicated above.
- d. MAPS:
 - (1) Subdivision maps and development maps showing boundary lines, building, structures, housing units, and appurtenances. The maps shall also show location and character of all encumbrances listed in the policy of title insurance or preliminary title report which have been granted to third parties.
 - (2) Location maps to identify distance from, and major access route(s) to [Location].
- e. COMPOSITION DATA: Identify types and numbers of units at each site as related to the types of units specified herein.
- f. TECHNICAL PROPOSAL: Provide information required in Part 3, Technical Submission Requirements.
- g. NON-CONFORMITIES: Identify items and conditions wherein existing units fall below required standards and criteria as described in Part 2, Technical Requirements. Describe modifications required to be accomplished to bring units in conformance with those standards and criteria. All such work, as required, must be completed prior to closing of escrow.
- h. CONDOMINIUMS (IF PROPOSED): Articles of Condominium shall be included as part of the Proposal.

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- i. **PRICE:** Submit price in a separate sealed envelope. Separately identify subtotals for land and for improvements, and the total price. The price is to reflect the condition in which the property would be conveyed to the Navy (i.e., with or without any modifications or repair work). If the property is offered in any condition other than "as is," include narrative description and or sketches of work proposed to be accomplished by the proposer. All such work must be able to be completed by the close of escrow.

1L. **LATE PROPOSALS, MODIFICATIONS OF PROPOSALS AND WITHDRAWALS.**

No proposal will be accepted or considered if received in the Office of the Director, Real Estate Division later than the time and date stated in Item 4 unless (1) it was sent by registered or certified mail not later than the fifth calendar day prior to the date specified for receipt of proposals (e.g., a proposal submitted in response to this RFP requiring receipt of proposals by the 16th of September must have been mailed by the 11th or earlier); (2) it was sent by mail (or telegraph if authorized) and it is determined by the Government that the late receipt was due solely to mishandling by the Government after receipt at the Government installation; or (3) it is the only proposal received.

a. **MODIFICATIONS OF PROPOSALS:**

- (1) Any modification of a proposal except a modification resulting from the Government's request for a "best and final" offer, is subject to the same conditions as in (1) and (2) above.

b. **THE ONLY ACCEPTABLE EVIDENCE TO ESTABLISH:**

- (1) The date of mailing of a late proposal or modification sent either by registered or certified mail is in the U.S. Postal Service. If neither postmark shows a legible date, the proposal or modification of proposal shall be deemed to have been mailed late.
- (2) The time of receipt and the time/date stamped at the [] Division, Naval Facilities Engineering Command is the time/date stamp on the proposal submittal wrapper or others documentary evidence of receipt.

- c. **LATE MODIFICATIONS:** Notwithstanding the above, a late modification of an otherwise successful proposal which makes its terms more favorable to the Government will be considered at any time it is received and may be accepted.

- d. **WITHDRAWAL OF PROPOSALS:** Proposals may be withdrawn by written or telegraphic notice received at any time prior to the Proposal Submissions Deadline. Proposals may be withdrawn in person by a Proposer or his/her authorized representative, provided his/her identify is made known and he/she signs a receipt for the proposal prior to the Proposal Submission Deadline.

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- 1M. ALTERNATE OR MULTIPLE PROPOSALS: Multiple proposals or variations of a single proposal, may be submitted. HOWEVER, each variation must be submitted as a separate and distinct proposal, containing all required information without reference to any other proposal or documents. Each should include full technical and pricing details, as may be appropriate so as to assure that each variation can be fairly evaluated without the need to request additional information.
- 1N. PROPOSAL REVIEW PERIOD: Proposers submitting proposals in response to this RFP agree that the Government shall have 120 days after the date set forth in Item 4 to enter into an Agreement to Sell and Purchase Real Property. DURING THAT 120 DAY PERIOD PROPOSALS MAY BE REVOKED BY WRITTEN NOTICE TO THE DIRECTOR OF REAL ESTATE, [] DIVISION, NAVAL FACILITIES ENGINEERING COMMAND. In the event the proposal is not accepted within the 120 day period, any and all Proposers may, at their option, extend the date of acceptance period.
- 1O. NON-RESPONSIVE PROPOSALS: Any proposal may be considered as a non-responsive proposal and ineligible for consideration if it does not comply with all requirements of the RFP.
- 1P. MODIFICATIONS REQUIRED BY GOVERNMENT: The Government may require modifications to the housing units in exchange for fair consideration. Such minor modifications shall not be considered as counter-offers, but shall be considered a part of the final negotiations of the proposal submitted. All related permits of whatever kind, including, but not limited to, those for modification required by the Government, and an occupancy permit, shall be obtained solely by the Proposer from the appropriate state, county, and/or local government agencies prior to close of escrow.
- 1Q. CLARIFICATION OF THE RFP: Any explanation desired by a proposer regarding the meaning or interpretation of the RFP must be requested in writing. Any interpretation will be furnished to all prospective proposers in the form of an amendment to the RFP. Receipt of all amendments must be acknowledged on the proposal submitted or by letter or telegram received by the time set for Receipt of proposals.
- 1R. BASIS OF SELECTION AND EVALUATION: After Government review of proposals, compared to requirements contained herein, selection(s) and negotiations will be based on "Price" and "Technical" factors. Approximately equal weight will be given to each. The "price" evaluation factor is based on the total price for land and improvements. The "technical" evaluation factor is broken down further into sub-factors, which are listed in their relative descending order of importance in Section C, Technical Evaluation Criteria.

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1S. CONTRACT AWARD.

- a. The Government may award one or more contract resulting from this solicitation to the responsible proposer(s) whose offer(s) will be most advantageous to the Government, cost or price and other factors, specified elsewhere in this solicitation, considered. Negotiation for final price will be based on a determination of the Fair Market Value of the land and improvements to be acquired. Such determination of value will be made by independent appraisal, at the cost of the Government.
- b. The Government may (1) reject any or all offers, and make no award, if such action is in the public interest; (2) accept other than the lowest price offer; and (3) waive informalities and minor irregularities in offers received.
- c. The Government may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the proposer's best terms from a cost or price and technical standpoint. However, the Government reserves the right to negotiate final acquisition with proposers whose offer(s) is determined to be most advantageous to the Government.
- d. A written award or acceptance of a proposal, mailed or otherwise furnished to the successful proposer within time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept a proposal whether or not there are negotiations after its receipt. Negotiations conducted after receipt of an offer do not constitute a rejection or counter offer by the Government.
- e. Financial data submitted with a proposal, and representations concerning facilities or financing, will form a part of the resulting contract. The resulting contract contains a clause providing for price reduction for defective cost or pricing data. The contract price will be subject to reduction if cost or pricing data furnished is incomplete, inaccurate, or not current.

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PART - 2TECHNICAL REQUIREMENTS

[NOTE TO EFD: SITE/PROJECT SPECIFIC ITEMS IDENTIFIED BY EITHER 'NOTE' TO EFD OR SET ASIDE BY []'S SHALL BE MODIFIED, AS REQUIRED, WITHOUT PRIOR NAVFACENCOMHQ APPROVAL OR NOTIFICATION. OTHER ITEMS MAY BE MODIFIED, AS REQUIRED, AND SHALL BE NOTED IN 100% DRAFT RFP. EFD/NAVFAC DISCUSSIONS OF CRITERIA MODIFICATIONS IS STRONGLY ENCOURAGED THROUGHOUT THE RFP PREPARATION.]

2A. GENERAL DESIGN CRITERIA

2A.1 SCOPE OF WORK

a. OBJECTIVE: It is the intent of the Government to acquire quality family housing complete and adequate for assignment as Government quarters to military personal and their families, within funds available. The Government reserves the right to waive minor irregularities, and to acquire projects with or without proposed conformance modifications.

b. PROJECT LOCATION: Projects shall be located within the Area of Consideration indicated on Attachment (1). In no event shall projects be farther than 30 miles, or no more than a one hour commute during normal rush hour from, [EFD indicate reference point].

c. PROJECT SIZE: Proposals shall be not smaller than 30 units, nor greater than [300] [EFD revise as required], and shall be so sited as to be operated as a separate development from adjacent properties.

d. PROJECT DENSITY: Project density shall not exceed 20 units per net acre. Undeveloped, and/or unbuildable land shall be excluded from net acreage calculations.

e. BUILDINGS: The dwelling units shall be one-, or two-, or three-story structures, with no more than [12] units per building. No unit living area should require more than one story walk up or down from grade.

f. UNIT COMPOSITION: This project is composed of the following dwelling unit design types:

<u>TYPE</u>	<u>NO. OF UNITS</u>	<u>NET FLOOR AREA</u>
		<u>MAX. SF</u>
CGO-5 BR		1,550
CGO-4 BR		1,450
CGO-3 BR		1,350
SEM-4 BR		1,450
SEM-3 BR		1,350
JEM-5 BR		1,550
JEM-4 BR		1,350
JEM-3 BR		1,200
J/SEM/CGO-2 BR		950

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g. NET AREA: Net floor area is the space of a living unit with the following exclusions:

1. Exterior and party walls.
2. Half thickness of interior walls adjacent to excluded areas.
3. Utility, Mechanical and laundry rooms.
4. Interior and exterior bulk storage.
5. Washer and dryer closet (not to exceed 30 SF).
6. Landings at second floor (not to exceed 10 SF).
7. Patios/balconies and terraces.
8. Carports and garages.

h. APPLICABLE PERMITS/STANDARDS: Upon Government request, the proposers shall produce all applicable zoning/construction permits and approvals.

2B. PROJECT ENVIRONMENT

2B.1 GENERAL: The following external factors are unacceptable, and proposed sites impacted by ANY of the following shall be rejected:

- a. Locations within approach zones, or 4,500 feet of the centerline of an active airport runway, above the 65 db CNEL contour, or within 'Accident Potential Zones 1 or 2.
- b. Locations within prescribed safety arcs or any volatile, explosive, or corrosive installations.
- c. Locations within any manufacturing zone where noise, dust, fumes, or other irritants can be expected.
- d. Locations within 50 feet of a major highway, unless properly sound attenuated to reduce the interior noise level below 65 db CNEL.
- e. Locations within an 100 year flood plain, unless mitigated.
- f. Locations within 1,000 feet of sewage treatment facilities.
- g. Locations within an area of geological hazards such as earthquake faults, landslides, etc., unless properly mitigated.

2C. SITE REQUIREMENTS

2C.1 GENERAL

a. GEOTECHNICAL REPORT: Proposers shall provide a geotechnical report, including logs of exploration locations, soil borings, testing and investigation. Additionally, proposers shall submit certification that construction is in accordance with report(s).

b. PEDESTRIAN CIRCULATION: Sidewalks are required on [both] [one] side(s) of streets and major drives.

c. **PARKING:** Off-street parking shall be provided at a minimum rate of 1-1/2 spaces per unit, with one guest parking space for every eight units. At least one covered parking space per unit should be provided. All occupant parking shall be within project boundaries.

d. **RECREATION:** A minimum of one (1) Tot-Lot, with equipment, shall be provided at each site, minimum 1,000 square feet.

e. **HANDICAPPED:** Ramps for the handicapped shall be provided at intersections by depressing street curbs and adjacent sidewalk.

2D DWELLING UNIT DESIGN/ENGINEERING

2D.1 DESIGN

a. **GENERAL:** Design shall be within the net areas authorized, see paragraph 2A.1f.

b. **INDOOR/OUTDOOR CIRCULATION:** A patio or balcony, arranged for privacy, should be provided for each unit.

c. **UNIT CONDITION:** Dwelling units shall be clean, free from damage, and ready for occupancy by the time specified in paragraph [EFD insert]. Interior finishes shall be as expected for new occupancy, with freshly painted walls, new carpet, stripped and waxed vinyl floors, etc.

d. **WASHER/DRYER SPACE:** A three feet deep by six feet wide (3'-0"D x 6'-0"W) in-unit laundry space is desirable, however as a minimum central pay laundry facility(s) may be provided. Space for stacked washer/dryer is unacceptable for in-unit requirement.

e. **BULK STORAGE AREA:** 12 square feet of interior and 16 square feet of exterior storage area for each unit is desirable. Each unit shall have as a minimum 12 square feet of storage space, exclusive of clothes closets.

f. **BATHROOM CRITERIA:** Each unit shall be provided with a minimum one (1) full bath, including tub/shower combination, water closet, and lavatory.

2D.2 ACCESSORIES:

a. **WINDOW COVERINGS:** New traverse-type rods and drapes shall be installed over all Living/Dining/Family windows, and over exterior sliding glass doors. All other windows shall have new curtain rods and mini-blinds.

b. **TRASH AREA:** Paved and sight screened trash areas shall be provided for dwelling units, and/or site.

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2D.3 FLOOR SYSTEMS:

a. PARTY FLOOR/CEILING SYSTEM: Floor/ceiling construction between dwelling units (party floors) should provide the following sound transmission ratings in accordance with ASTM E90 and E492:

Sound Transmission Class	STC-52
Impact Isolation Class	IIC-52

b. FLOOR COVERING: Dry area floor covering shall be resilient floor tile, or carpet. Kitchens and bathrooms, shall have sheet vinyl flooring. Asphalt floor tile is prohibited. Materials shall meet the following minimum requirements:

1. Resilient Tile: 3/32" thickness.
2. Sheet Vinyl Flooring: .085" gage and .050" wear thickness.
3. Carpeting: All carpet shall conform to Consumer Product Safety Commission FF-170. Minimum weight for carpet and pad should be 34 oz. and 40 oz., respectively. Carpet systems (carpet and cushion tested together as they will be installed) for use shall also meet the following:

- a. Flame propagation index or less than 4.0 when tested in accordance with UL 992.

-or-

- b. Minimum average critical radiant flux of 0.50 watts per square centimeters when tested in accordance with Federal Test Standard 372.

2D.4 WALL SYSTEMS:

a. PARTY WALL SYSTEM: Walls separating dwelling units (party walls) shall provide one-hour fire separation, as required by local building codes, and should provide a minimum sound attenuation rating of STC-50, as determined in accordance with ASTM E90.

2D.5 EQUIPMENT:

a. GENERAL: Major appliances shall either be new or certified to be less than two (2) years old. Each dwelling unit shall be provided with the following equipment: (new equipment shall comply with specifications)

b. REFRIGERATORS:

	Unit Type			
	2 Br	3 Br	4 Br	5 Br
Required Cu. Ft.	16	16	19	19
(Nominal size)				

Two door, top frost-free freezer, with four rollers.

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c. GAS OVEN AND RANGE: Ranges with AGA approved electronic ignition shall be provided. Standing pilot flames are prohibited.

d. ELECTRIC OVEN AND RANGE: Ranges shall comply with UL 858 and UL listed.

e. RANGE HOODS: A metal range hood, the same length and finish as range, with separately switched light and exhaust fan is required.

f. GARBAGE DISPOSALS: Shall conform to Federal Specification 00-G-1513B, continuous feed, minimum 1/2 HP motor.

g. DISHWASHERS: Shall conform to UL 749, and be UL listed, electric type. The automatic controls shall cycle through the Wash, Rinse, Dry/Heat, and Stop phases, and shall be capable of manual setting to repeat or skip any phase.

h. WATER HEATER: Shall be in accordance with Federal Specification W-H-196J,, Group B, [Gas Fired] [Electric] Water Heaters, Type IV, GLASS LINED TANK (Round). Recovery Efficiency (RE) .75.

[1] UNIT SYSTEMS: Building domestic hot water systems are prohibited. Each unit shall be provided with an independent water heater as follows:

<u>UNIT TYPE</u>	<u>WATER HEATER (Gals)</u>
1 and 2 BR	30
3 BR	40
4 & 5 BR	50]

i. MECHANICAL: This project shall include a heating [/cooling]/ ventilation system. Room unit heaters, room A/C units, floor furnaces, heat lamps and electric resistance heating (direct or indirect methods) are undesirable.

[1] UNIT SYSTEMS: Building mechanical systems are prohibited. Each unit shall be provided with independent mechanical systems.]

j. EXHAUST FANS: Bathroom and kitchen fans should be the exhaust type ducted to the outside.

k. TELEVISION: Television outlets for pay cable TV [shall] [should] be provided for each living unit.

l. CLOTHES WASHER/DRYER: Where in-unit Washer/Dryer space is provided; hot and cold water supply and drainage shall be provided for occupant owned automatic clothes washers and gas and/or 220V electric connection for occupant owned dryer.

1) DRYER VENTS: A four inch (4") dryer vents discharging to the exterior, with connection to occupant-owned dryers (one dryer to a vent) is required where in-unit Washer/Dryer space is provided.

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PART - 3TECHNICAL SUBMISSION REQUIREMENTS

- 3A. GENERAL: Proposers shall submit the following information:
- 3B. PROPOSAL SUBMISSION REQUIREMENTS: Required data listed below will be utilized for technical review, evaluation and assessment of the proposal.
- 3B.1 PROPOSAL SPECIFICATIONS: Proposers should utilize section 3C. 'Materials/Equipment List' to specify the quality offered.
- 3B.2 CONSTRUCTION/AS-BUILT PHOTOGRAPHS: Provide, as a minimum, one (1) set of 10-35mm slides, and two (2) sets of bound 8x10 color prints. Photographs shall provide a representative photo survey of project, and adjacent area.
- 3B.3 AS-BUILT DRAWINGS: Proposals shall include, as a minimum, the following information.
- a. SITE LAYOUT: Site Layouts delineating streets, buildings, recreation/landscape and other major features.
 - b. DRAINAGE & UTILITIES: General drainage and utility systems, including: typical yard and street drainage; ditches and direction of flow grading; sanitary sewers; water; gas; electric and telephone/cable TV.
 - c. FLOOR PLANS: A scaled floor plan for each dwelling unit type.
 - d. AREA CALCULATIONS: See Section 3D. for area calculation worksheet.
 - e. ELEVATIONS/SECTIONS: Typical scaled building elevations and sections.
 - f. FINISHES: See 3E. for building finish schedule worksheet.
- 3B.4 TERMITE CERTIFICATION: Proposals shall certify that soil has been treated for termites, and that structures are free of termite infestation and damage. Wood in contact with soil or concrete shall be pressure treated .
- 3B.5 GEOTECHNICAL REPORT: Proposals shall include the project's report, including boring map and log, test results, foundation and paving recommendations, etc.
- 3B.6 TITLE EVIDENCE: Proposals shall include evidence of current title status, including all supporting documentation (i.e. Service contracts, CC&R's, etc.).

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3C. PROPOSAL MATERIAL/EQUIPMENT LIST

PROJECT NAME _____

LOCATION _____ DATE _____

1. CODES/STANDARDS: Indicate applicable codes/standards

UBC _____ NFPA 70 _____ UMC _____
 UPC _____ NFPA 101 _____
 OTHER _____

2. SITE WORK:

Storm Drainage: Culverts, pipes, manholes.
 Materials _____

Asphalt Pavement Thickness _____ Base _____ Subbase _____
 Concrete Pavement Thickness _____ Base _____ Subbase _____

Utilities

Material

Water Supply _____
 Gas/Oil _____
 Sanitary Sewage _____
 Electrical _____

Landscaping: Irrigation System.

Pipe Type _____
 System Description _____

3. CONCRETE:

Not used

4. MASONRY:

Not used

5. METALS:

Not used

6. CARPENTRY:

Not used

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7. THERMAL AND MOISTURE PROTECTION:.

	<u>Insulation</u>	<u>R-Value</u>
Perimeter slab	_____	_____
Under Floor	_____	_____
Exterior Wall	_____	_____
Roof/Ceiling	_____	_____
Acoustic	_____	_____
Roofing:	<u>Type</u>	<u>Manufacturer</u>
	_____	_____
	_____	_____

8. DOORS, WINDOWS AND GLASS:

	<u>Material</u>	<u>Manufacturer</u>	<u>Model</u>
Entrance door	_____	_____	_____
Garage door	_____	_____	_____
Sliding glass door	_____	_____	_____
Exterior locksets	_____	_____	_____
Interior doors	_____	_____	_____
Windows	_____	_____	_____

9. FINISHES:

	<u>Manufacturer/Material</u>	<u>Pattern/Color</u>
Resilient Flooring	_____	_____
Carpeting	_____	_____
Exterior Walls	_____	_____
Interior Walls	_____	_____

10. SPECIALTIES:

	<u>Manufacturer</u>	<u>Pattern/Model</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. EQUIPMENT:

	<u>Manufacturer</u>	<u>Model</u>
Refrigerator	_____	_____
Range	_____	_____
Dishwasher	_____	_____
Garbage disposal	_____	_____
Recreational	_____	_____

12. FURNISHINGS:

	<u>Manufacturer & Model No.</u>
Window blinds/shades	_____
Drapes	_____
Cabinets	_____

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13. SPECIAL CONSTRUCTION
Not used

14. CONVEYING SYSTEMS
Not used.

15. MECHANICAL

Manufacturer & Model No.

Sink _____
Lavatory _____
Water Closet _____
Tub/shower _____
Domestic Water Heating _____

Heating _____

Exhaust fans _____

16. ELECTRICAL:

Fixtures:

Manufacturer

Model

Entry Lights _____
Kitchen _____
Dining _____
Halls _____
Bathrooms _____
Bedrooms _____
Utility _____
Garage/Storage _____
Smoke Alarm _____
Street Lighting Fixture _____
Walkway Lights _____

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3C. UNIT COMPOSITION AND AREA CALCULATION WORKSHEET:

3C.1 WORKSHEET INSTRUCTIONS: Submit a separate worksheet for each building type and/or project site.

PROJECT NAME _____ PROPOSAL NO. _____

BUILDING TYPE(S) _____ NO. UNITS PER BUILDING _____

AREA/ROOM	2-BR UNIT	3-BR UNIT	4-BR UNIT
UNIT NET AREA	SF	SF	SF
Bedroom No. 1	SF	SF	SF
Bedroom No. 2	SF	SF	SF
Bedroom No. 3	SF	SF	SF
Bedroom No. 4	SF	SF	SF
Living/Dining Area	SF	SF	SF
Living Room	SF	SF	SF
Dining Room	SF	SF	SF
Family Room	SF	SF	SF
Kitchen	SF	SF	SF

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3D. BUILDING FINISH SCHEDULE WORKSHEET:

3D.1 WORKSHEET INSTRUCTIONS: Submit a separate worksheet for each unit type.

PROJECT NAME _____ PROPOSAL NO. _____

ROOM/SPACE	FLOOR/ BASE	WALLS	CEILING/ HEIGHT	REMARKS
ENTRY				
LIVING/DINING				
LIVING				
DINING				
FAMILY				
HALLS				
BEDROOM NO. 1				
BEDROOM NO. 2				
BEDROOM NO. 3				
BEDROOM NO. 4				
KITCHEN				
BATH NO. 1				
BATH NO. 2				
LAUNDRY/UTILITY				
EXTERIOR WALLS				
EXTERIOR TRIM				
ROOFING				

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PART - 4EVALUATION MANUAL4A. GENERAL INFORMATION

- 4A.1 PURPOSE: This Evaluation Manual establishes the 'Technical Quality Rating' of proposals for the acquisition of Navy [Marine Corps] Family Housing projects.
- 4A.2 TECHNICAL EVALUATION FACTORS: The factors to be considered in the evaluation of proposals are listed below, in section 4B, in descending order of importance, and may not be the only items of consideration in evaluating each factor.
- 4A.3 TECHNICAL EVALUATION PANEL AND PROPOSAL REVIEW BOARD: Both the Technical Evaluation Panel (TEP) and the Proposal Review Board (PRB) will be comprised of professional personnel from the Engineering Field Division, and the project Activity.
- 4A.4 TECHNICAL EVALUATION TECHNIQUE: Proposal will be evaluated in accordance with the following ratings:

UNACCEPTABLE = Contains significant deficiencies, and/or unacceptable quality. A proposal that technically is not, and could not likely be made, competitive.

UNACCEPTABLE, BUT CAPABLE OF BEING MADE ACCEPTABLE: Contains deficiencies, but offers acceptable quality and/or modifications.

ACCEPTABLE = Meets the RFP requirements with an acceptable level of design quality.

EXCELLENT = Meets the RFP requirements and provides a consistently outstanding level of design quality.

4B. TECHNICAL EVALUATION FACTORS

- 4B.1 GENERAL: The following evaluation factors shall be used to evaluate the design quality and features proposed.
- a. UNIT DESIGN:
 - b. SITE DESIGN:
 - c. SITE ENGINEERING:
 - d. MAINTAINABILITY:

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